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Library Trustee Minutes 05/12/2009

Robbins Library Board of Trustees
Minutes
May 12, 2009

Call to Order

The meeting was called to order at 7:17 PM. Attending were trustees Heather Calvin, Katherine Fennelly, Kathryn Gandek-Tighe, Brigid Kennedy-Pfister, Barbara Muldoon and Frank Murphy. Also attending was the Library Director, Maryellen Loud. Joyce Radochia was absent.

Approval of Minutes

April minutes were approved.

Communication

Frank Reynolds of Keshian and Reynolds wrote to offer the donation of a sculpture of Socrates by the firm. The Board accepted the donation and asked Ms. Loud to find a suitable display space.

A Library Materials Evaluation workshop is being held on Friday, June 12th by the MetroWest Libraries Historical Records Council.

The Robbins received a third prize PR award from the MLA annual conference for the electronic newsletter written by Liza Halley which goes out to parents and a first place for the Sundays at Robbins fundraising campaign that was produced by Kathryn Gandek-Tighe.

Community Time

No members of the community were in attendance.

Director's Report

More details were provided at Ms. Kennedy-Pfister's request about the Book Cart Drill Team's performance at the Patriot's Day Parade. Ms. Loud reported on what was learned at the MLA annual conference. Ms. Calvin asked about the increased circulation at the Fox Library and the Robbins. An update was provided on the plans for the Books in Bloom event. Mr. Murphy inquired about the number of new volunteers and if the new volunteer structure being created was helpful. The ability of borrowing books beyond the MLA system was discussed, and its increased use recently. The decrease in reference requests was discussed; it may be a result of understaffing leading to difficulties with record keeping.

Long Range Planning Process

There have been two focus groups – one for seniors and one for parents. Ms. Loud shared the feedback from the groups, which was very detailed and full of useful feedback, both positive and suggestions for possible changes.

The retreat to start formulating the strategic plan is June 11th and 12th. The Trustees will hold their own focus group at 6:30 pm on June 2nd.

Fundraising

Ms. Gandek-Tighe reported on progress made on the Sunday fundraising campaign.

Budget Update

The Town has removed \$20K from the Library's personnel budget because of budgetary cutbacks. The Town Manager also froze \$15K of the book budget.

Circulating Art Prints

The Board reviewed a report prepared by Vicky Slavin regarding the circulating art print budget. Circulation appeared to be decreasing, so the current budget will not be completely used this year. However, circulation does seem to be increasing again. Ms. Loud and Ms. Muldoon will meet with Ms. Slavin to discuss the purchase of original art work.

Annual Report for the Public

A draft of the Annual Report Highlights was circulated for comments by the Trustees. The quotation section was greatly liked. Ms. Kennedy-Pfister admired the chart on the previous year's report showing the value provided by the Library. General agreement was to restore the chart in this year's report

Art Collection Policy

The policy will be reviewed next month.

Appointment of Nominating Committee

Kathy Fennelly appointed Joyce Radochia as chair of the committee with the other member being Barbara Muldoon.

Friends Update

Ms Gandek-Tighe reported on the recent Friends meeting, including their financial support of updating the Library's website and LoJack system's for the Library new notebook computers which will be available for loan in the Library.

Other

Ms. Loud asked that the Trustees consider at the next meeting changing the hours at the Fox Library on Wednesdays from 1-9 to 12-8 at the request of the Fox librarian.

The next meeting will be on June 2nd at 6:30 pm.

Adjournment

The meeting adjourned at 9:15 PM.